

Evaluation Express Award Application

To request Evaluation Set-Aside funds via the Evaluation Express Award, complete the following application. Please limit your application to three single-spaced pages.

Submit your application to evaluate@od.nih.gov.

Part 1: Identification

Project Title: Evaluation of Surveillance, Epidemiology, and End Results (SEER) Cancer Registry Operations

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Part 2: Purpose of the Evaluation

Indicate the type of evaluation proposed and the rationale for conducting the evaluation.

Type of Evaluation – Indicate the primary type of proposed evaluation:

- | | |
|----------------------|-----------------------|
| 1. Needs Assessment | 3. Process Evaluation |
| 2. Feasibility Study | 4. Outcome Evaluation |

Rationale for the Evaluation

SEER Program Evaluation

At the request of the Director, DCCPS, the SEER Program is undergoing a multiyear, multiphase evaluation which is anticipated to include a review of: 1) SEER registry operations; 2) SEER-related publications; 3) SEER website; 4) SEER products; 5) SEER Rapid Response Surveillance Studies (RRSS); and 6) NCI staffing and management. Each phase of this evaluation will provide valuable information that will be used to enhance the efficiency and effectiveness of the SEER Program.

Feasibility Study to Conduct Process Evaluation of SEER Registry Operations

The first phase of the evaluation will be a process evaluation of SEER cancer registry operations. The SEER Program is interested in assessing the efficiency and effectiveness of the SEER Registries. A process evaluation of SEER cancer registry operations will provide NCI and SEER registry personnel an opportunity to effect more informed program management, budget and resource allocation decisions. While SEER contractors collect certain core data items, e.g., patient demographics, tumor characteristics, method of diagnosis and treatment according to rubrics prescribed by the NCI following uniform definitions, registry personnel may collect these data in different ways. In addition, SEER registry personnel perform activities for local, state and other Federal purposes in addition to SEER requirements. The primary goal of this feasibility study is to identify the best overall approach for a planned focus process evaluation of SEER cancer registry operations to be undertaken if feasible. Results of the full-scale process evaluation will be used to better manage the Program and

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maximize its available resources by making more informed decisions. This is especially crucial during a time of tight budgets and budget reductions.

Part 3: NIH Program to be Evaluated

Program Name: Surveillance, Epidemiology, and End Results (SEER), Cancer Statistics Branch (CSB), Surveillance Research Program (SRP), DCCPS, NCI

Program Description: The SEER Program <http://seer.cancer.gov> has been a cornerstone of cancer research in the United States for more than 30 years. Twenty-six percent of the U.S. population is represented by the geographic areas covered by the 15 population-based cancer registries which comprise the Program. The registries provide data of the highest quality for cancer incidence, mortality, and survival studies. The populations covered are ethnically, demographically, and geographically diverse. In addition, the SEER Program maintains the database for use by researchers and others, along with special software programs for custom statistical computations. The SEER Program also issues regular summaries and reports on the various cancers for the public, such as the Annual Report to the Nation on the Status of Cancer, and the SEER Cancer Statistics Review. The SEER Program was established by Congressional mandate in 1973. The SEER registries currently have a combined annual budget of approximately \$30M. Approximately 15 FTEs are devoted to managing this Program.

Program goal(s): Goals of the SEER Program include: 1) provide regular reports on cancer incidence, mortality, and survival in the areas covered, 2) conduct regular studies on the quality and completeness of the data being reported, 3) work with the North American Association of Central Cancer Registries (NAACCR) to guide all state registries to achieve data content compatibility at a level that is acceptable for pooling data and improving national cancer estimates, 4) develop computer applications to unify cancer registry systems and to analyze and disseminate population-based data.

Part 4: Evaluation Design and Dissemination/Use of Results

Key Question(s) to be Addressed

The feasibility study will be undertaken to:

- 1) Determine whether a process evaluation of SEER registry operations is feasible
- 2) Determine what types of measures, data collection strategies, and analysis methods are most appropriate; and
- 3) Identify the timeline and resource requirements for conducting the process evaluation

Results of feasibility study will be used to plan and implement the process evaluation.

Study Design

A workgroup (subject matter experts) composed of approximately 30 NCI and SEER registry staff has been organized to provide input to NCI/SEER to establish direction and feasibility for the process evaluation. The workgroup is scheduled to meet on the 2nd

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and 4th Wednesdays of each month from 3-5pm eastern time by teleconference or videoconference.

The SEER office will provide background materials to the contractor to develop a project workplan. The contractor will work with the workgroup (as needed) to: 1) determine what types of measures, data collection strategies, and analysis methods are most appropriate for conducting the process evaluation; 2) develop and pretest the evaluation design and data collection tools; and 3) identify the timeline and resource requirements for conducting the process evaluation.

No OMB clearance is anticipated to be required.

Dissemination/Use of Results

The results of this feasibility study will be used to identify the best overall approach for a process evaluation to be undertaken if feasible. The report of the evaluation will be posted on the NCI intranet, and will be used as the basic design for the process evaluation.

Part 5: Project Management and Budget Estimate

Estimated Timeline

This feasibility study will require 4 to 6 months to complete. The project will begin upon receipt of funding.

Task	Timeline
Pre-Contract Award	
Develop project statement of work	Weeks 1-7
Solicit RFP and review proposals	Weeks 8-14
Post-Contract Award	
Develop project workplan - initial mtg with contractor; contractor review of background and existing data/material; contractor prepares draft & final work plan	Weeks 1-3
Conduct and facilitate registry operations workgroup sessions to establish evaluation feasibility - contractor shall determine measures, data collection strategies, and analysis methods; prepare and submit workgroup turn-around documents; communicate with NCI on routine basis	Weeks 4-21
Develop and pretest evaluation design and data collection tool	Weeks 22-25

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Final Report - contractor draft final report; NCI review report; contractor prepare final report	Weeks 26-29
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Project Implementation

Negotiations with qualified independent consultants will commence upon award. It is anticipated that a contractor will be identified and selected via the GSA/MOBIS contract schedule. The consultant who is deemed able to provide the best value within the identified timeframe will be selected. Upon award, SEER staff will meet with the contractor to identify a plan to work with the NCI/SEER workgroup.

Funding Amount Requested

Provide overall costs by category, including direct labor costs, other direct costs (e.g., printing, consultants, meetings, travel), and indirect costs (e.g., fringe benefits, overhead, contractor's fee). Indicate the anticipated source(s) of these funds (e.g., Evaluation Set-Aside, IC budget).

Set-aside funds in the amount of \$50,000 are requested to support the feasibility study. NCI program funds will cover any remaining costs. An estimated budget is attached. A final budget will not be available until negotiations with qualified contractors are completed.